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ABSTRACT

Project Succeed is a program for helping failure- and dropout-oriented pupils to improve their school achievement. Attendance and assignment completion are the key behaviors for enhancing achievement. Behavior modification and communications procedures are used to bring about the desired changes. Treatment procedures include current assessment information; initial contacts with teachers, students and parents: and daily school notes and regular communications between teachers, counselors, students and parents. This document includes copies of the data sheets for daily reports, and communication with counselors, students, parents and teachers. (BMW)

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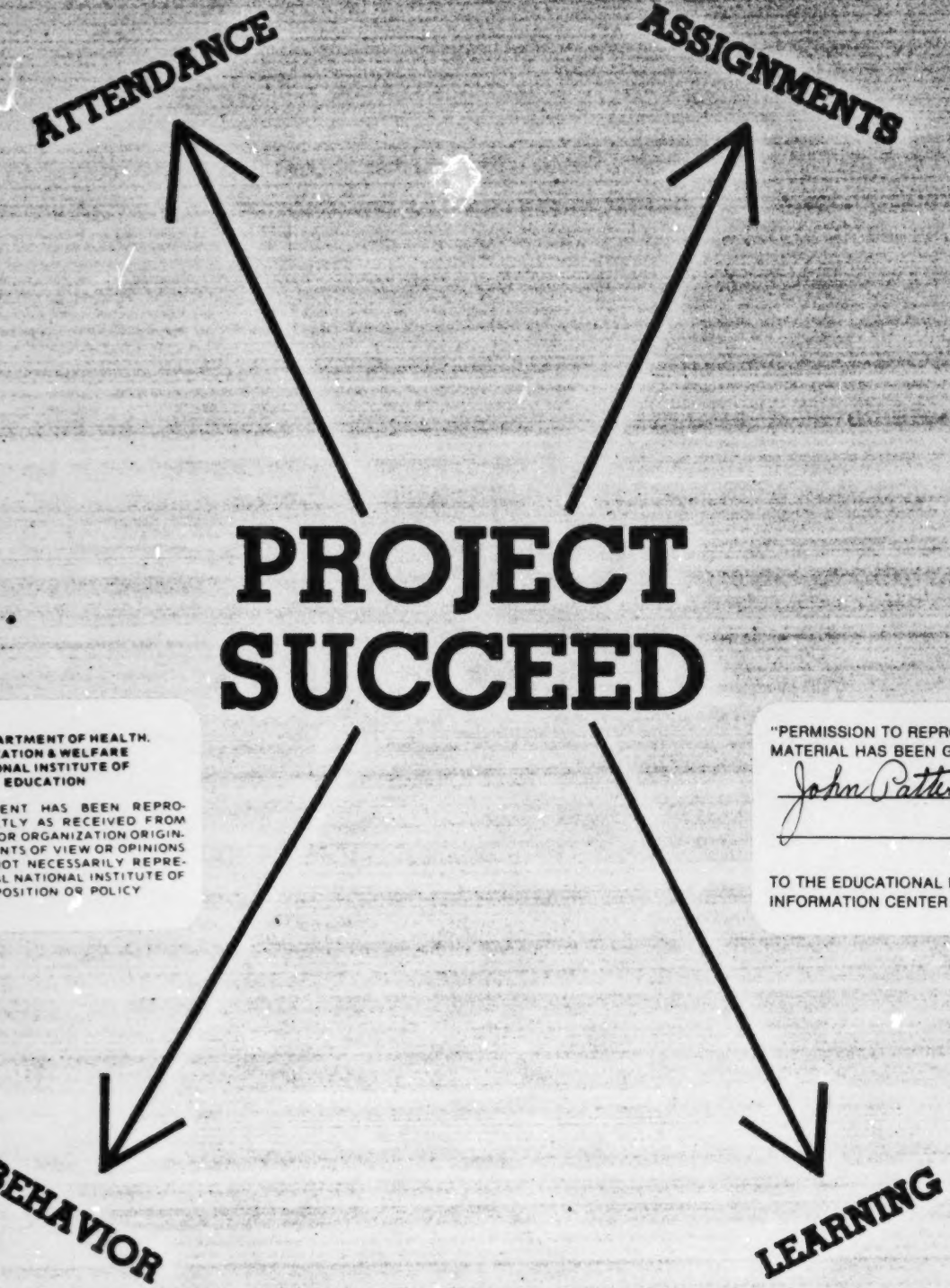

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Simi Valley Unified School District

Presented to

The 1979 American Personnel and
Guidance Association Convention

at

Las Vegas, Nevada

Presented by

The Simi Valley Unified School District
Simi Valley, California

Workshop Title:

A Behavioral Approach for Improving Attendance and
Assignment Completion of Junior High and High School Students

Presenters:

Dr. John Patterson, Chairman. . . . . Counselor
Royal High School

David L. Ellis . . . . . Assistant Principal
Royal High School

To obtain additional information contact:

DAVID L. ELLIS, Assistant Principal
Royal High School
1402 Royal Avenue, Simi Valley, California 93065
(805) 527-3232

If requesting the printed packet enclose $1.00 and a self addressed stamped envelope.

Our Thanks

To: Dr. Chester Howe
Simi Valley Unified School District
875 East Cochran Street
Simi Valley, California 93065

For: Inspiration and finanacial resources

To: Tom Parsons and David Richey

For: Inspiration

To: Royal High Counselors

For: Supporting the process

PROJECT SUCCEED OVERVIEW
SIMI VALLEY UNIFIED SCHOOL DISTRICT

John Patterson, Ph. D., Counselor
Dave Ellis, Assistant Principal

In an effort to improve student achievement in school, Project Succeed has been implemented in the secondary schools throughout the Simi Valley Unified School District. The main thrust of the program has been aimed at improving student attendance and regular feedback between teachers, students, parents, counselors and counselor aides, who work with students on a daily basis. Results of the project at a local high school last semester indicated that nearly 89% of the students enrolled in the project showed marked improvement in attendance and/or assignment completion.

Following is a general outline of the objectives and procedures used in Project Succeed:

OBJECTIVES: (1) Increase pupil's rate of classroom attendance. (2) Increase their rate of assignment completion.

TARGET POPULATION: Identified students with irregular attendance and failing grades.

ROLES & FUNCTIONS: Paid Counselor Aides working under the direct supervision of a Counselor or Psychologist carry out the specified treatment program with pupils.

TREATMENT PROCEDURES:

1. Current Assessment: Information is gathered from teachers by aides that identifies baseline information regarding attendance and assignment completion rate.

2. Initial Contact: Contact is made with teachers, students and parents to communicate attendance and achievement behavior and to explain treatment procedures.

3. Daily School Notes: Students carry a daily report form on attendance and assignment completion. The form is checked and initialed by each teacher and turned in to the counselor aide at the end of the day. When desired behavior is shown on the note, aides compliment the student and share the good news with parents and teachers, who are encouraged to praise the student for his progress. When undesired behavior occurs aides confront the student and call parents to take steps to discourage undesired behavior.

4. Communication: A key to success of the program is the regular communications between teachers, counselors, students and parents. Keeping this communication process open is one of the main functions of the counselor aide. Aides establish a regular system of communication with teachers and parents regarding student progress.

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PROJECT SUCCEED
ROYAL HIGH SCHOOL RANDOM SAMPLE OF RESULTS
FALL SEMESTER 1977 - 1978

	Attendance			Assignment Comp			Grade Point Average	
	Pre	Post	Change	Pre	Post	Change	Pre	Post
1.	58%	58%	0%	64%	91%	27%	1.09	2.13
2.	40%	55%	15%	77%	62%	-15%	1.00	2.08
3.	55%	44$	-11%	1%	81%	80%	0.60	2.30
4.	54%	80%	26%	40%	48%	8%	1.00	0.80
5.	45%	69%	24%	59%	64%	5%	0.80	2.13
6.	47%	75%	38%	21%	63%	42%	0.75	1.40
7.	59%	67%	8%	48%	69%	21%	0.60	1.60
8.	38%	76%	38%	0%	12%	12%	0.00	1.00
9.	44%	65%	21%	27%	88%	51%	0.50	2.00
10.	45%	78%	33%	21%	26%	5%	0.60	1.20
11.	50%	76%	26%	37%	59%	22%	0.35	1.05
12.	50%	56%	6%	18%	54%	36%	0.75	2.20
13.	41%	55%	14%	15%	71%	56%	0.30	0.96
14.	62%	74%	36%	10%	31%	21%	0.00	0.75
15.	50%	97%	47%	44%	97%	53%	1.20	2.60
16.	45%	91%	46%	25%	61%	36%	0.45	1.83
17.	19%	72%	53%	20%	82%	62%	0.50	2.20
18.	55%	88%	33%	23%	30%	11%	0.95	0.86
19.	55%	94%	39%	83%	81%	-2%	1.40	2.60
20.	35%	72%	37%	33%	54%	21%	0.20	2.00

PROJECT SUCCEED

TODAY'S DATE_____

NAME_____

DATE ENTERED SCHOOL_____

CURRENT ASSIGNMENT

ROOM	TEACHER	COURSE	ATTENDANCE #of Days Absent	ASSIGNMENT #of Assignments Completed:	Given:	GRADE
___	_____	_____	_____	_____	_____	_____
___	_____	_____	_____	_____	_____	_____
___	_____	_____	_____	_____	_____	_____
___	_____	_____	_____	_____	_____	_____
___	_____	_____	_____	_____	_____	_____
___	_____	_____	_____	_____	_____	_____
___	_____	_____	_____	_____	_____	_____

PARENT_____ HOME PHONE_____

WORK PHONE_____

COMMENTS

1. _____
2. _____
3. _____

PROJECT SUCCEED

Dear: _____
(teacher)

_____ has been placed on Project Succeed.
(student)

Please provide the following information for your _____ period

_____ class.

# of Days Absent	# of Assignments Completed	# of Assignments Given	Grade

Anything you can tell us about this student that will help make him/her successful in class would be appreciated.

Please return this to _____

_____ Thank you,
Date Sent

_____ _____ _____
Date Returned Project Succeed Aide Date

PROJECT SUCCEED

DAILY SCHOOL NOTE FOR GRADE IMPROVEMENT

Student's Name _____

Date _____

		CLASS					
Was student on time to class?	YES						
	NO						
Did student use class time profitably?	YES						
	NO						
Is student current in assigned work? (Mark daily or on Friday)	YES						
	NO						
Quality of work is: (Mark daily or on Fri.)	Improving						
	Satisfactory						
	Needs to Improve						
Positive or Negative TEACHER COMMENTS: _____							
		Teacher's Initials (Ink, please)					

ROYAL HIGH SCHOOL
ASSISTANT PRINCIPAL/DISCIPLINE

AGREEMENT

Date: _____

STUDENT: _____

I, _____ have an agreement with Royal High School to maintain acceptable attendance and behavior at all times. The following terms will be followed:

(1) _____ will do daily assignment (if possible with parent's signature).

(2) _____ will have no truancies.

(3) _____, when absent, will bring in a readmit from the attendance office on the day he returns.

(4) _____ will comply with the Project Succeed policy- to carry card and turn in card after the last class.

(5) _____ will not be tardy to class.

_____ Student

_____ Assistant Principal/Discipline

_____ Parent (if present)

_____ Project Succeed

CC: Parent
Teachers
Project Succeed

School Screening Date: _____

Project Entry Date: _____

Project Promotion Date: _____

PROJECT SUCCEED

STUDENT ASSESSMENT EVALUATION[1]

Student Name: _____

Student I.D.#: _____

Semester Ending: _____

CLASS SCHEDULE			ATTENDANCE[2]						ASSIGNMENT COMPLETION[3]				GRADES[4]	
			PRE			DURING			PRE		DURING		PRE	DURING
Rm.	Teacher	Course	Days[5] Possible	- Days Absent	= Days Present	Days[6] Possible	- Days Absent	= Days Present	Completed	Given	Completed	Given	Grade Points	Grade Points
1.														
2.														
3.														
4.														
5.														
6.														
7.														
8.														
Totals														
÷ No. of Class Periods[7]			( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )
Average														

Questions:

1. Was this student suspended at any time while he/she was on the project? YES NO
2. Was this student referred for disciplinary action at any time while he/she was on the project? YES NO
3. Was this student dropped from the project? YES NO If yes, why? moved, continuation school, parent request, school request, other reason_____.

PARENT_____ HOME PHONE_____ WORK PHONE_____

ROYAL HIGH SCHOOL — PROJECT SUCCEED

Phil A. Stephens, Principal
Dr. Wayne Wylie
David L. Ellis
Marge Blackburn
Dr. John Patterson

1402 Royal Avenue
Simi Valley, CA 93065

_____
(Date)

Dear_____:

_____, has been on Project Succeed for approximately _____. During this time a concerted effort has been made to encourage your student to better achieve in his/her classes.

Project Succeed aides worked with students, parents, and teachers in an effort to help students attend class and complete their work on a daily basis.

We would appreciate your evaluation of whether or not this program was helpful to your son or daughter.

Please circle below.

EXCELLENT GOOD FAIR POOR

Please make comments that would help us evaluate the Project Succeed Program.

COMMENTS:_____

_____

_____

_____

_____ _____

Please return in the enclosed addressed envelope as soon as possible.

Thank you for your cooperation.

Very truly yours,

PROJECT SUCCEED STAFF

PUPIL PERSONNEL SERVICES

PROJECT SUCCEED

STUDENT EVALUATION

Please indicate your feelings about "Project Succeed" by circling one of the words below:

EXCELLENT GOOD FAIR

Please let us know if you feel this program was helpful to you or not, and why.

COMMENTS: _____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Thank you,

Project Succeed Staff